

	<p>Following consideration of the skills, experience and commitment, the Committee RECOMMENDED to the Corporation the re-appointment of Sir Robert Owen as a Governor and Member of the Finance and General Purposes Committee from 1 January 2022 for a second term of 4 years.</p> <p>Members also reviewed committee membership and considered the future chairing of the Employment and Business Policy Committee and associated vacancies on the Search and Governance Committee and Remuneration Committee. It was AGREED that Jonathan Burnett would remain as Interim Chair, pending further consideration of the role.</p>	Recommendation to Corporation
21/29	<p>Governance Review 2021</p> <p>The Committee considered:</p> <ul style="list-style-type: none"> • governance self-assessment questionnaire responses • governor skills audit • an overview of governor gender, age, ethnicity and disability • a record of external training undertaken • an assessment against key performance indicators. <p>Responses and feedback were very positive with 14 of the 17 respondents assessing the overall performance of the governing body as 'Outstanding'. However, despite wide advertising of governor opportunities, recruitment challenges remained a major hurdle to increasing the diversity of the Board.</p> <p>The Committee discussed the feedback and KPIs and agreed to produce an action plan based on the findings of the review.</p>	Clerk to draw up action plan
21/30	<p>College Complaint Appeals</p> <p>Governors noted the final stage in the College Complaints Procedure was an appeal to the Chair of the Corporation. Currently, there was no further detail on the scope and process for the appeal.</p> <p>In the light of recent experiences, proposed procedures had been drafted to clarify the process for appellants and the Chair/governors to be incorporated into the College Complaints Procedure. Also, a separate guidance note had been prepared to assist the appeal panel and investigating officer.</p> <p>Following discussion, the Committee agreed the procedure and guidance note was helpful and RECOMMENDED adoption by the Corporation (attached as Appendices A and B).</p>	Recommendation for Corporation
21/31	<p>Governors' Conference 2021</p> <p>The Committee reviewed the draft programme and arrangements for the conference taking place on 12/13 November 2021. Planning for the event was underway, including the opportunity for governors to meet informally with small groups of students.</p>	
21/32	<p>New Requirement to Review Provision in Relation to Local Needs</p> <p>The Committee considered the draft statutory guidance for colleges setting out the governing body's new duty to review how well the provider was meeting local needs. The new duty would come into force two months after the Skills and Post-16 Education Bill was enacted.</p>	

	<p>Members discussed the reviews which needed to be undertaken at least every three years, in collaboration with other governing bodies in the local area, and the outcome published.</p> <p>The Committee NOTED the new requirement and would await more detailed guidance from the AoC.</p>	
21/33	<p>ESFA Guidance on the Work of the Audit Committee and Internal Auditors</p> <p>The Committee noted the good practice guide issued by the ESFA in August 2021 and asked the Audit Committee to review arrangements with regard to the new guidance.</p>	Audit Committee to review arrangements
21/34	<p>Student Governor Role and Student Voice</p> <p>The Committee considered and NOTED the ESRC project briefing about engagement and support for the student governor role. The findings of the project would help inform College practices regarding induction and support for student governors.</p>	
21/35	<p>Procedure for Complaints against the Corporation, Board Members and the Clerk</p> <p>Governors considered a new template produced by Eversheds and following discussion, the Committee RECOMMENDED approval of the revised procedure by the Corporation (attached as Appendix C).</p>	Recommendation for Corporation
21/36	<p>Governor Training and Development</p> <p>The Committee NOTED the ETF and Advance HE governance training programmes available in 2021/22. In general, governors preferred shorter, bite-sized webinars and briefings. Information would be circulated to governors to promote development opportunities as they arose, and targeted to relevant individuals where appropriate.</p>	Clerk to publicise
21/37	<p>Any Other Business</p> <p>37.01 Ofsted Preparation</p> <p>The Committee REQUESTED that a short briefing document from the Director of Quality would be very useful as part of the preparation for an Ofsted visit.</p>	Director of Quality to produce briefing document
21/38	<p>Date of Next Meeting</p> <p>The Committee would next meet at 12.30 pm on Thursday 20 January 2022.</p>	ALL to note